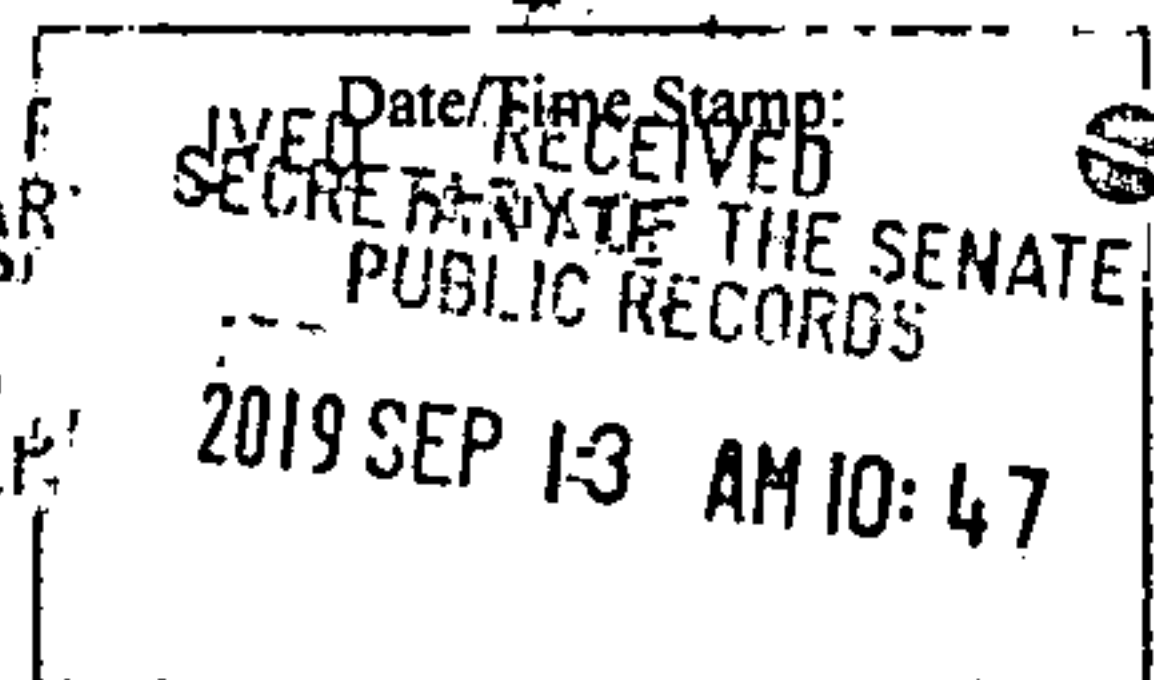


Employee Post-Travel Disclosure of Travel Expenses



Post-Travel Filing Instructions: Complete this form within 30 days of returning from travel. Submit all forms to the Office of Public Records in 232 Hart Building.

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☒ The **original** *Employee Pre-Travel Authorization* (Form RE-1), **AND**
- ☒ A **copy** of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

Private Sponsor(s) (list all): Malaria No More Fund

Travel date(s): August 18-24, 2019

Name of accompanying family member (if any): None

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING **DID NOT INCREASE** DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

Expenses for Employee:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input checked="" type="checkbox"/> Good Faith Estimate <input type="checkbox"/> Actual Amount	Total: \$6244 Flights: \$6104 Vans: \$140	Total: \$614 Kigali: \$168/night (3 nights) Nyagatare: \$110/night (1 night)	Total: \$210 \$65 daily in Kigali \$25 daily in Nyagatare	Total: \$229 Visa : \$30 Trip Insurance: \$199

Expenses for Accompanying Spouse or Dependent Child (if applicable):

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate <input type="checkbox"/> Actual Amount				

Provide a description of all meetings and events attended. See Senate Rule 35.2(c)(6). (Attach additional pages if necessary.): See post-trip itinerary, which includes this requested information.

9-11-19 Andrew Walter Burnett [Signature]
(Date) (Printed name of traveler) (Signature of traveler)

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

9-11-19 Richard Helber
(Date) (Signature of Supervising Senator/Officer)

Date/Time Stamp:

ETHIC AUG 9 9:19AM 10:55

Name of Traveler: Andrew Walter Burnett

Employing Office/Committee: Senator Richard Shelby (AL)

Private Sponsor(s) (list all): Malaria No More

Travel date(s): August 18, 2019 - August 24, 2019

Note: If you plan to extend the trip for any reason you must notify the Committee.

Destination(s): Kigali, Nyagatare District, and Rwamagana District, Rwanda

Under my portfolio working for the Chairman of the Appropriations Committee, I work healthcare issues as they pertain to the Labor, Health and Human Services, Education, and Related Agencies (LHHS), Defense, and State, Foreign Operations and Related Programs Subcommittees on Appropriations. As it relates to this travel to Rwanda, I will be exposed to the use of US funding for public health and global health programs, which we fund the CDC and USAID through the LHHS and State and Foreign Operations Subcommittees. We have a chance to witness the distribution of malaria medications funded by the US government to Rwandans.

Name of accompanying family member (if any):

Relationship to Employee: ☐ Spouse ☐ Child

I certify that the information contained in this form is true, complete and correct to the best of my knowledge:

7-17-19
(Date)

(Signature of Employee)

TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain):

I, Senator Richard Shelby hereby authorize Andrew Walter Burnett
(Print Senator's/Officer's Name) *(Print Traveler's Name)*

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate. (signify "yes" by checking box) ☐ **NO**

7-17-19
(Date)

Richard Helter
(Signature of Supervising Senator/Officer)



July 11, 2019

Mr. Andrew Burnett
Legislative Assistant
Office of U.S. Senator Richard Shelby
304 Russell Senate Office Building
Washington, D.C. 20510

Dear Mr. Burnett,

Given your congressional oversight role, Malaria No More would like to invite you or a member of your staff on a staff delegation trip to Rwanda, August 18 – 24, 2019, to witness firsthand the U.S. government's malaria prevention, control and elimination efforts as well as to examine the progress made, and challenges that remain on health and development in Rwanda.

Critical investments made by the President's Malaria Initiative (PMI) and the Global Fund to Fight AIDS, Tuberculosis and Malaria, have lead to tremendous progress in the fight against malaria around the world. The World Health Organization estimates that there have been 1.3 billion fewer malaria cases and more than 7 million lives have been saved since 2000.

Rwanda has been a PMI focus country since FY2007 and has seen significant results from their malaria prevention and treatment efforts, even though 100 percent of the 12 million people who live in Rwanda are at risk of contracting malaria. From 2005 to 2012, there was an 86 percent reduction in malaria incidence and 74 percent reduction in malaria mortality in Rwanda. However, between 2012 and 2016, Rwanda saw just over an 8-fold increase in reported malaria cases. In response, and with the assistance of PMI and the Global Fund, in 2016, Rwanda put in place an effective Malaria Contingency Plan, which has resulted in a 40 percent reduction of severe malaria cases and a 43 percent reduction in malaria-related deaths between the Fiscal Years 2015/2016 and 2017/2018. Furthermore, malaria control and prevention efforts have been a significant contributor to the 67% reduction in under-five mortality seen in Rwanda from 2005 to 2017.

Thanks to bipartisan support in Congress, leadership across Administrations, the United States is leading the world and has achieved outstanding success in fighting malaria. During this trip, staff will have an opportunity to engage with a variety of U.S. government officials from PMI, the Peace Corps, the Department of State, the U.S. Agency for International Development, and the Centers for Disease Control and Prevention. We will also engage directly with foreign government officials, public health experts and other key stakeholders as we examine the malaria landscape in the broader health and development context in Rwanda.

We hope that you will consider joining us and a detailed itinerary will be sent shortly. Please contact Heidi Ross (Heidi.Ross@malarianomore.org) at Malaria No More for additional information.

Thank you,

Mr. Z. Z. Z. Z.

Joshua Blumenfeld
Managing Director

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The Senate Member, officer, or employee **MUST** also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

- Private Sponsor Certification - Page 1 of 4

9. USE ONLY IF YOU CHECKED QUESTION 6(B)

15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

MNM hosts briefings on malaria and wider health issues on Capitol Hill quarterly.

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input checked="" type="checkbox"/> Good Faith estimate	Total: \$6232 Flights: \$6107 Vans: \$125	Total: \$614 Kigali - \$168/night (three nights) Nyagatare - \$110/night (one night)	Total: \$210 \$60 daily in Kigali \$30 daily in Nyagatare	Total: \$229 Visas: \$30 Trip Insurance: \$199
<input type="checkbox"/> Actual Amounts				

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

This trip involves meetings that are arranged with regard to congressional participation.

18. Reason for selecting the location of the event or trip

Since 2015, Rwanda has seen a 40% reduction in malaria cases and a 43% decrease in malaria-related deaths.

Staff will see firsthand the impact of USG funds in Rwanda.

19. Name and location of hotel or other lodging facility:

Kigali: Marriott Hotel, KN 3 Avenue, Kigali, Rwanda

Nyagatare: Epic Hotel & Suites, Mirama 1 Village, Nyagatare, Rwanda

20. Reason(s) for selecting hotel or other lodging facility:

Kigali hotel was recommended by the Embassy due to location and safety.

Nyagatare hotel was recommended by the Embassy due to safety and proximity to the field visits.

Malaria No More
Senate Staff Delegation to Rwanda
August 18-24, 2019

Trip Participants:

Senate Staff:

- Andrew Burnett, Legislative Assistant, Senator Richard Shelby (R-AL)
- Samantha Elleson, Legislative Assistant, Senator Roger Wicker (R-MS)
- Bethany Poulos, Legislative Assistant, Senator Marco Rubio (R-FL)
- Anna Yelverton, Legislative Assistant, Senator Chris Coons (D-DE)
- Salvador Ortega, Legislative Correspondent, Senator Johnny Isakson (R-GA)

Sunday, August 18th (Travel)		
3:40 pm	Arrive Washington Dulles	
5:40 pm	Depart Washington Dulles on Brussels Airlines Flight 516	<i>Please prepare for the trip by reviewing the extensive briefing packet on the plane provided to you by MNM</i>
Monday, August 19th (Travel)		
7:30 am	Arrive Brussels, Belgium	
10:25 am	Depart Brussels on Brussels Airlines Flight 467	
6:50 pm	Arrive Kigali, Rwanda	<i>Visas will be obtained upon arrival - <u>Make sure you have your yellow fever card with you.</u></i>
7:30 pm	Depart airport for Kigali Marriott Hotel	
8:00 pm	Arrive Kigali Marriott Hotel	
RON	Kigali Marriott Hotel	KN 3 Avenue, Nyarugenge District, Kigali https://www.marriott.com/hotels/travel/kglmc-kigali-marriott-hotel/ +250 222 111 111

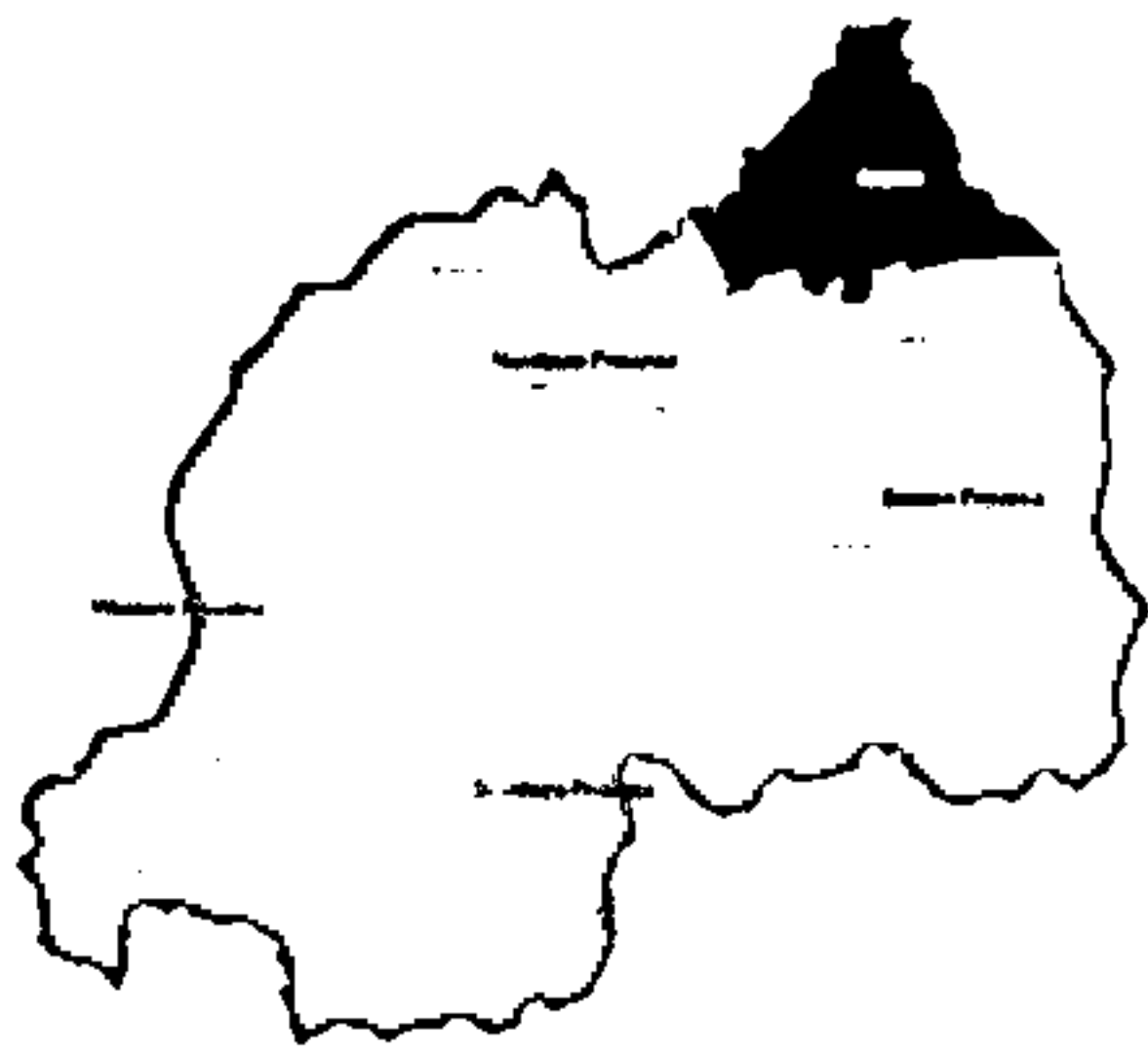
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**Tuesday, August 20th
(Kigali)**

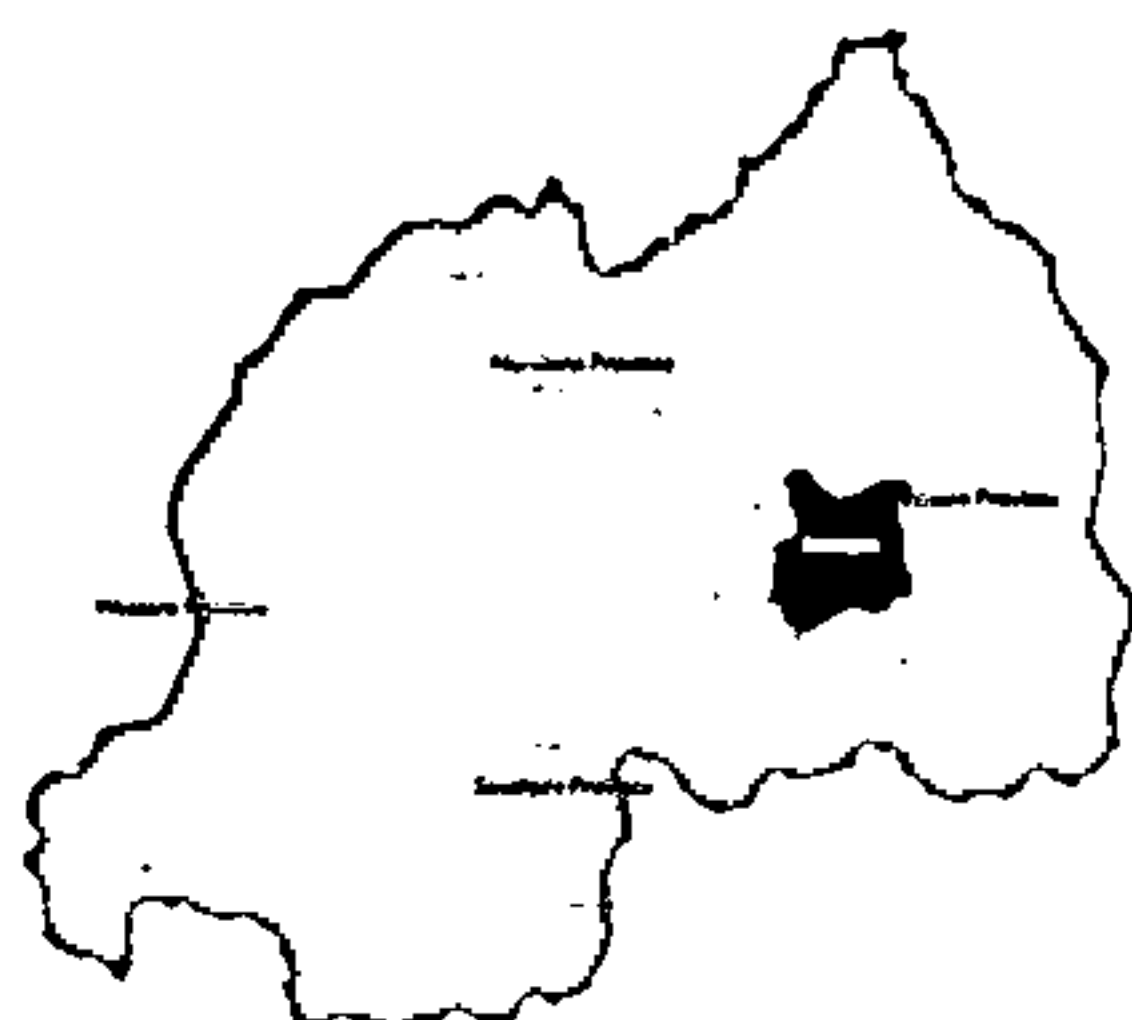
Daily Focus: Discuss PMI and the Rwandan Government's National Malaria Control Programs, and regional disease trends, including Ebola

7:30 am – 8:15 am	Working breakfast at hotel <i>MNM staff will host a breakfast briefing providing an overview of the trip, including meetings, site visits and activities</i>	
8:15 am	Depart the Kigali Marriott Hotel for the US Embassy, Kigali	
9:00 am – 10:00 am	Briefing on the President's Malaria Initiative (PMI)/USAID/CDC in Rwanda <i>Presentation by Kaendi and Emily on PMI's role in Rwanda including program history, support to the national malaria control program and collaboration with the Global Fund to Fight AIDS, Tuberculosis and Malaria.</i>	Location: US Embassy, Kigali 2657 Ave. de la Gendarmerie, Kigali Room: 1121 POC: Kaendi Munguti, PMI Resident Advisor
10:15 am	Depart US Embassy for Rwanda Biomedical Center (RBC) and National Malaria Control Program (NMCP)	
10:30 am - 11:30 am	Meeting with Director General, Rwanda Biomedical Center and NMCP Staff <i>Presentation by NMCP Director and team on the malaria situation in Rwanda, including key priorities and challenges. Role of PMI, the Global Fund, and the Government of Rwanda will also be discussed.</i>	Location: Rwanda Biomedical Center Remera, Kigali Telephone: + 250 788 314 269 / +250 788 306 814 POC: Dr. Aimable Mbituyumuremyi
11:30 am	Depart NMCP for lunch	
11:45 am - 1:30 pm	Lunch	Location: Brachetto Restaurant POC: Kaendi Munguti
1:30 pm	Depart for US Embassy	
1:45 pm	Arrive US Embassy	US Embassy Rwanda 2657 Avenue de la Gendarmerie

		POC: Emily Piercefield, Telephone +250 788 300 664
2:00 pm - 3:00 pm	Regional Disease Trends Briefing <i>Presentation by CDC and USAID staff on regional disease trends and how ongoing work in Rwanda supports the United States government's global health security agenda and also USG interagency support to health in Rwanda</i>	Location: US Embassy, Room 1121 POC: Emily Piercefield
3:00 pm- 4:00 pm	Rwanda Context Briefing by Embassy Staff <i>This briefing from senior embassy staff will discuss the status of the relationship between the United States government and Rwanda including updates on various, health, trade, security, defense and economic issues between the two countries.</i>	US Embassy, Room 1121 POC: Emily Piercefield
4:00 pm	Depart US Embassy for Marriott Hotel	
4:15 pm – 7:30 pm	Executive Time at Marriott Hotel	
7:30 pm – 10:00 pm	Dinner with Chargé d'affaires, USAID Mission Director, and CDC Country Director. <i>At this dinner staff will have a chance to hear directly from the Chargé d'affaires about the relationship between the United States and Rwanda and his role in furthering the United States diplomatic, health and development, and security goals in the region.</i>	Location: Marriott Hotel POC: Lisa Godwin & William Herkewitz
RON	Kigali Marriott Hotel	
<p style="text-align: center;">Wednesday, August 21st (Kigali-Nyagatare)</p> <p><i>Daily Focus: Field visit to Nyagatare district to see district-level support to control malaria.</i></p>		

7:00 am	Breakfast at Marriott Hotel	<i>Please bring your packed bags downstairs with you to breakfast, we will be checking out of the hotel.</i>
8:00 am	<p>Depart hotel for Nyagatare District in North Eastern Rwanda.</p> <p><i>An approximately 1 hour briefing on the bus to preview today's site visits provided by Kaendi and Emily. Briefing will discuss tips for proper protocol and an overview of day's site visits. The trip will take about 3 hours from Kigali to the district</i></p>	
11:00 am - 11:30 am	<p>Courtesy call with the Mayor of Nyagatare, the Vice-Mayor of Social Affairs, the District Director of Health and the DG of the District Hospital, at the Mayor's office</p> <p><i>Protocol courtesy visit with the Mayor to introduce the US delegation, the goals of the trip, and outline the various site visits we'll be conducting in his District. Get a brief update of the district. After, there will be a short drive to the District Hospital</i></p>	<p>Location: Mayor's office, Nyagatare POC: William Herkewitz</p>
11:30 am - 1:00 pm	<p>Tour of the Nyagatare District Hospital with the Director General of the Hospital</p> <p><i>This walking tour of the hospital will focus on three key areas: The laboratory where staff will show how they diagnose malaria using microscopy; visit to the pharmacy where patients get treatment with a demonstration on the medical electronic system (e-LMIS) and the district data manager. The data manger will demonstrate how data is collected, collated and used to inform decision making.</i></p>	<p>Location: District Medical Office POC: William Herkewitz</p>
1:00 pm - 2:00 pm	Depart for lunch at Epic Hotel	<p>Location: Epic Hotel +250 734 016 888</p>

	<i>Visit with family whose household benefited from PMI supported IRS in 2018 and discuss their experience with IRS, how sensitization is done and health benefits and protection against malaria</i>	
5:15 pm	Depart for Epic Hotel	
5:30 pm - 7:00 pm	Executive Time	
7:00 pm - 8:45 pm	<p>Working dinner with PMI staff and Mayor of Nyagatare</p> <p><i>Dinner will be an opportunity to debrief with PMI staff on the day's site visits, ask follow-up questions, and get an understanding of USG's broader priorities in Rwanda.</i></p>	<p>Location: Epic Hotel POC: Emily Piecefield</p> <p><i>We will order dinner at lunchtime or have food from the buffet</i></p>
RON	Epic Hotel in Nyagatare	https://www.mantiscollection.com/hotel/epic-hotel-suites-by-mantis/ +250 734 016 888

<p style="text-align: center;">Thursday, August 22nd (Nyagatare-Rwamagana-Kigali)</p> <p><i>Daily Focus: Field Visit to Rwamagana district, to focus in and see village and community-level support to control malaria.</i></p>		
7:00 am – 7:45 am	Breakfast at Epic Hotel	<i>Please bring your bags with you to breakfast, we will be checking out of the hotel.</i>
7:45 am	<p>Depart hotel for Rwamagana District in North Eastern Rwanda.</p> <p><i>An approximately 1 hour briefing on the bus to preview today's site visits provided by Kaendi and Emily. Briefing will discuss tips for proper protocol and an overview of day's site visits.</i></p>	

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9:30 am – 10:00 am	Courtesy call with District Mayor and District Health staff in Rwamagana	Location: Rwamagana district POC: William Herkewitz
10:00 am - 10:20 am	Depart the Mayor's office to visit Munyaga Health Center <i>The Health Center is located about 20 minutes from the district headquarters. It is a Faith based facility managed by the Catholic church</i>	Location: Munyaga Health Center POC: William Herkewitz
10:20 am - 11:45 am	Visit Munyaga Health Center in Rwamagana <i>Observe malaria prevention, diagnosis and treatment activities at this lower health care level alongside other health center activities supported by USAID. These include maternal/child health programs and witness first-hand the implementation of integrated health programs.</i>	Location: Munyaga Health Center POC: William Herkewitz
11:45 am	Depart Munyaga Health Center to visit a Community Health Worker at Kangabo Village	Location: Munyaga Health Center POC: William Herkewitz
12:00 pm – 1:45 pm	Arrive at Kangabo Village and meet with Community Health Workers. <i>During this visit we will observe a Community Health Worker diagnosing and treating malaria. Over 50% of all malaria cases in Rwanda are diagnosed and treated at the community level. These are volunteers who work on health and nutrition in their communities.</i>	Location: Kaduha cell/Kangabo Village POC: Aline Uwimana
1:45 pm	Depart for lunch	Location: Dereva Hotel POC: Kaendi Munguti
2:00 pm – 3:45 pm	Working lunch with Peace Corps volunteers in Rwanda <i>PMI through "Stomp Malaria" has been partnering with Peace Corps Volunteers</i>	Location: Dereva Hotel POC: Kaendi Munguti

	<i>in malaria control. The delegation will be introduced to 4 Peace Corps volunteers who will discuss their work on malaria prevention in their workplaces.</i>	
3:45 pm	Depart for Kigali <i>Approximately 1 hour long in-vehicle debrief on Rwamagana site visits with Kaendi and Emily</i>	
5:15 pm	Arrive at Marriott Hotel	
	RON Hotel	

**Friday, August 23st
(Kigali and Travel)**

Daily Focus: Visit the national mosquito insectary and meet with the Minister of Health and other private-sector USG partners.

7:30 am – 9:00 am	Breakfast w/ American Business Owners in Rwanda supported by Feed the Future. <i>Representatives from the American Businesses supported by Feed the Future funding will brief staff on private sector engagement in health and development efforts, as well as the business and investment climate in Rwanda. Event will not involve participation of lobbyists or foreign agents.</i>	<i>No need to bring bags, we will request for a late checkout</i> Location: Marriott Hotel POC: William Herkewitz Note: Please DO NOT wear bugspray or perfumes today as we'll be visiting an insectary.
9:00 am	Depart for Entomology Laboratory and Insectary	Location: Kicukiro School of Public Health POC: William Herkewitz
9:20 am – 11:00 am	Tour of Entomology Laboratory and Insectary <i>The team will be shown the insectary rearing mosquitoes, and there will also be demonstrations on some of the entomological testing undertaken in the laboratory.</i>	Location: Kicukiro School of Public Health POC: Dr. Emmanuel Hakizimana

11:00 am	Depart for lunch	Location: Marriott Hotel POC: Kaendi Munguti
11:20 am - 12:45 pm	Working lunch w/ US Mission to Rwanda staff <i>The team will debrief on the visit, discuss any outstanding issues and get clarifications from the in-country team.</i>	Location: Marriott Hotel POC: Kaendi Munguti
12:45 pm	Depart for Rwanda Ministry of Health <i>Briefing enroute on the MOH's role in malaria and how they work with the NMCP, Global Fund, and other donor governments to further health goals in Rwanda.</i>	Location: Ministry of Health, Kicukiro, Kigali POC: Lisa Godwin
1:00 pm – 2:30 pm	Courtesy Call with Ministry of Health (MOH) <i>Protocol visit to introduce the US delegation to the MOH, share observations from the trip, and learn how the MOH works with the NMCP, Global Fund, other donor governments and other Ministries within the Senegal government to improve the health of its citizens.</i>	Location: Ministry of Health, Kicukiro, Kigali POC: Lisa Godwin
2:30 pm	Depart MOH for Marriott Hotel	
2:50 pm	Arrive Marriott Hotel	
2:50 pm – 5:30 pm	Executive Time	
5:30 pm	Depart hotel for airport	
6:00 pm	Arrive at Kigali airport	
8:05 pm	Depart Kigali on Brussels Airlines Flight 467	
Saturday, August 24th (Travel)		
6:35 am	Arrive in Brussels, Belgium	
10:15 am	Depart Brussels on Brussels Air Flight 515	

12:55 pm	Arrive at Washington Dulles	
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